

CRIS Password Reset Secrets

Mandatory:

If you forget your CRIS password and request a new one, the CRIS Support Center must verify your identity before providing a new password. For your convenience, the CRIS Support Center has developed a program that enables you to call the center and obtain a new password over the telephone. In order to verify your identity, the CRIS security administrator will ask three questions and compare your telephone answers to your secret answers on file at the CRIS Support Center. For privacy reasons these answers will be stored in a secure area and will be available only to CRIS Security Administrators.

You have the option to decline this service and not submit answers to the questions. However, you must sign and submit this form whether you choose to decline or accept the service.

If you choose to decline this service and then forget your CRIS password and request a new one, you must show your NIH badge as proof of identification to the CRIS security administrator at the CRIS Support Center in the Clinical Center.

I choose to decline this service: <input type="checkbox"/>		I choose to accept this service: <input type="checkbox"/>	
Employee Name (as appears on NIH badge)			
Employee ID Badge Number			
Employee Signature			

Please deliver this form IN PERSON to the CRIS Training Logistics Coordinator at the completion of your CRIS training.

You must show your NIH badge when you deliver this form.

Optional:

Please Answer ANY THREE of the Following Five Questions

Question	Secret Answer
1. Street you grew up on	
2. Make of first car	
3. Name of primary school	
4. Name of first pet	
5. Name of best friend	

If you are unable to correctly answer all three of your questions when you request a new password, you must show your NIH badge as proof of identification to the CRIS security administrator at the CRIS Support Center in the Clinical Center.